Personnel Management Abstracts

Vol. 41, No. 4 1995 The Annual Accumulated Issue

This annual issue accumulates the abstracts of the literature of management, personnel, and human resources from the 1995 Spring, Summer, Fall and Winter issues of this publication.**

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7. Subscription information and rates.

8. Abstracts of the periodical literature of management, personnel and human resources.

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273. Index to periodical literature, indexed by authors' names.

312. Abstracts of 60 books dealing with management, personnel or human resource management.

The following books are abstracted in this issue:

Adaptive technology for Special Human Needs. *Arlene Brett and Eugene F. Provenzo, Jr.*
Addictive Behaviors in Women. *Ronald R. Watson, Editor.*
Alternative Schemes of Financing Training. *Vladimir Gasskov, editor.*
The American Mosaic: an in-depth report on the future of diversity at work. *Anthony Patrick Carnevale and Susan Carol Stone.*
Anger in the Workplace: understanding the causes of aggression and violence. *Seth Allcorn.*
The ASTD Technical and Skills Training Handbook. *Leslie Kelly.*
Benchmark Tasks for Job Analysis: a guide for functional job analysis scales. *Sidney A. Fine and Maury Getkate.*
The Body under Stress: developing skills for keeping healthy. *Ed Conduit.*
Business Ethics at Work. *Elizabeth Vallance.*
BusinessSpeak: using the gentle art of verbal persuasion to get what you want at work. *Suzette Haden Elgin.*

***Please note: this is the fourth and final issue of the annual subscription It is at the same time both the #4 issue and the annual accumulated issue*

Career Development and Vocational Behavior of Racial and Ethnic Minorities. *Frederick T. L. Leong, editor.*
Catching the Wave: workplace reform in Australia. *John Mathews.*
The Changing Outplacement Process: new methodfor transition management. *John Meyer and Carolyn C Shadle.*
Competitive Advantage Through Diversity: organizational learning from difference. *Peter Herriot and Carole Pemberton*
Conflict Management:The courage to confront. *Richard J. Mayer.*
Corporate Boards: CEO selection, evaluation and succession, a research report.*Ronald E. Berenbeim.*
Creative Compartments: a design for future organization. *Gerard Fairtlough.*
Effective Hiring and ADA Compliance. *Arlene Vernon-Oehmke.*
Employer's Guide to Workers' Compensation. *Edward M. Welch.*
Entrepreneurship and Dynamic Capitalism: the economics of business firm formation. *Bruce A. Kirchhoff.*
Environmental Guide to the Internet. *Jonathan F. Schupp.*
The Future of Employment Relations. *P.B. Beaumont.*
Gender Inequality in the Labour Market: occupational concentration/segregation .*Janet Siltanen, Jennifer Jarman and Robert Blackburn.*
Genderflex: men and women speaking each other's language at work. *Judith C. Tingley.*
Global Work: bridging distance culture and time. *Mary O'Hara-Devereaux and Robert Johansen.*
How to Design and Deliver Equal Opportunities Training. *Helen Garrett and Judith Taylor.*
How to Get a Job in 90 Days or Less: a realistic action plan for finding the right job fast. *Matthew J. DeLuca.*
Human Capital and Economic Development. *Sisay Asefa and Wey-Chiao Huang, editors.*
Improving Your Communication Skills: how to speak with confidence, write with authority, impress with your personality. *Malcolm Peel.*
Industrial Relations Under Liberal Democracy: North America in comparative perspective. *Roy J. Adams.*
The Influentials: people who influence people. *Gabriel Weimann.*
Inside Teams: How 20 World-Class Organizations Are Winning Through Teamwork. *Richard Wellins, William Byham, & George R. Dixon.*
Just Reward? the Truth About Top Executive Pay. *A.P. Williams.*
Labor Markets and Integrating National Economies. *Ronald G. Ehrenberg.*
Leading change. *James O'Toole.*
Life and Death in the Executive Fast Lane: essays on irrational organizations and their leaders. *Manfred F. R. Kets de Vries.*
Loking Good on Paper: how to create eye-catching reports, proposals, memos, and other business documents. *Garrett Soden.*
Managerial Breakthrough: the classic book on improving management performance, newly revised. *J.M. Juran.*
A Manager's Guide to the Millennium: today's strategies for tomorrow's success. *Ken Matejka and Richard J. Dunsing.*
Mastering the Challenges of Change. *LeRoy Thompson, Jr.*
The Mutual Gains Enterprise: forging a partnership among labor, management & government. *Thomas Kochan & Paul Osterman.*
Negotiating at an Uneven Table: developing moral courage in resolving our conflicts *Phyllis Beck Kritek.*
The New Modern Times: factors reshaping the world of work. *David B. Bills, editor.*
Organizing Aids: workplace and organizational responses to the HIV/AIDS epidemic. *David Goss and Derek Adam-Smith.*
Pay Determination in the Public Sector: an international comparison between France, Great Britain and Italy. *J.J. Silvestre and F. Eyraud.*
Pension Incentives and Job Mobility. *Alan L. Gustman and Thomas L. Steinmeier.*
A Pragmatic Approach to Business Ethics. *Alex C. Michalos.*
Risk Communication: a handbook for communicating environmental, safety and health risks. *Regina Lundgren.*
Strategic Negotiations: a theory of change in labor-management relations. *Richard Walton, Joel Cutcher-Gershenfeld, & Robert McKersie.*
Success While Others Fail: social movement unionism and the public workplace. *Paul Johnston.*
Tenure, Discrimination, and the Courts. *Terry L. Leap.*
Time Tactics of Very Successful People. *B. Eugene Griessman.*
Training Employees with Disabilities: strategies to enhance learning and development. *William R. Tracey.*
Understanding Global Cultures: metaphorical journeys through 17 countries. *Martin J. Gannon and Associates.*
Understanding Performance Appraisal: organizational & goal-based perspectives. *Kevin Murphy & Jeanette Cleveland.*
Warranting Assent: case studies in argument evaluation. *Edward Schiappa, editor.*
Willing Slaves? British workers under human resource management. *Andrew Scott.*
Workplace by Design: mapping the high-performance workscape. *Franklin Becker and Fritz Steele.*
World Employment 1995, a report from the International Labour Office.
Wrongful Termination: a state-by-state survey. *Lionel J. Postic.*